

Village Board Public Safety Committee

MINUTES

~ Thursday, June 9, 2016 ~

CALL TO ORDER

Trustee Nero called the meeting to order at 4:30 p.m.

ROLL CALL

In attendance were:

Trustee Addington, Trustee Barker, Trustee Guzzo, Trustee Liddle (5:25 p.m.), Trustee Nero, Mayor Gunter, Village Clerk Szymiski, Village Manager May, Fire Chief Weiss and Police Chief Mulhearn

Also present:

Deputy Fire Chief Riley, Deputy Fire Chief Connolly, Deputy Police Chief Gunther, Deputy Police Chief Brenza, Finance Director Parker, IT Director Liljeberg, Public Works Director Ramsey, Community Development Director Ziegler, FPB Director Kaufman, and Recording Secretary Hardy

Absent:

Trustee Barry

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

APPROVAL OF APRIL 14, 2016 PUBLIC SAFETY COMMITTEE MINUTES

Trustee Barker made a motion, seconded by Trustee Guzzo to approve the April 14, 2016 Public Safety Committee Minutes as submitted. Motion carried.

FIRE DEPARTMENT / POLICE DEPARTMENT

Public Safety Answering Point (PSAP) Consolidation and Operations Update

Chief Mulhearn advised the Police and Fire Departments partnered together on the dispatch recommendation presentation. A Powerpoint presentation was prepared outlining the history, dispatch center comparison, cost analysis and service analysis.

Chief Mulhearn provided a consolidation and operations history summary. Highlights included.

- Addison Consolidated Dispatch Center (ACDC) became a viable alternative to DuComm in 2015.
- ACDC met with Village of Downers Grove and Westmont in mid 2015 and early 2016 to offer dispatching services to both communities.
- At the time Westmont decided to continue a partnership with Downers Grove and worked to strengthen the relationship.
- In May 2016, Downers Grove notified Westmont in writing that they are ceasing dispatch services and would be transitioning to DuComm.
- Upon notice, Westmont researched potential options for future dispatching services.

Chief Weiss advised after considering several factors staff is making a recommendation to proceed with moving dispatch operations to ACDC. He then provided a summary of the comparisons prepared by staff.

ACDC:

- ACDC transition could be completed as early as September 25, 2016 but staff feels it would more likely be January 2017.
- Pleasantview and Tri-State Fire Protection Districts plan to be operational with ACDC by September, 2016.
- Westmont plans on sharing a radio frequency with Tri-State and Pleasantview.
- ACDC fire alarm monitoring costs are \$4.06 an alarm and a fixed amount.
- ACDC will need to add SIS to their system for fire alarms.
- ACDC has yet to determine if vehicles would need to be renumbered.

DuComm:

- DuComm transition could not take place until May 2017.
- DuComm has a master agreement with TYCO Alarms for fire alarm monitoring. Westmont has the option to opt in or out with TYCO.
- DuComm alarm monitoring fee is \$14.00 per alarm.
- DuComm has their own SIS automation system for fire alarms.
- Westmont would share a radio frequency with Downers Grove, Clarendon Hills, Hinsdale, Darien-Woodridge, Lisle-Woodridge and Warrenville.
- DuComm requires all departments to renumber vehicles to a County system. This would be a large cost impact of approximately \$20,000.

Deputy Chief Connolly provided a summary of the cost analysis of ACDC vs. DuComm. He advised ACDC and DuComm use different pricing models. ACDC has a three year fixed price and DuComm adjusts annually.

The total operational costs are as follows.

- ACDC: Police - \$317,632; Fire - \$272,446; Alarm - \$38,936; Total - \$629,014
- DuComm: Police - \$389,190; Fire - \$105,404; Alarm - \$134,400 (increases with the number alarms); Total - \$628,994

Deputy Chief Connolly further advised there are also Reserve and Administrative Contributions which are eligible for ETSB reimbursement under the Consolidation Reimbursement Policy.

The total reserve and administrative contributions are as follows.

- ACDC: Police - \$150,000; Fire - \$150,000; Admin - \$100,000; Total - \$400,000
- DuComm: Police - \$94,853; Fire - \$25,110; Admin - \$15,108; Total - \$135,071

Deputy Chief Connolly further advised the agency equipment costs to relocate dispatch centers are currently unknown. DuComm estimated \$20,000 in equipment costs and ACDC has not yet determined relocation costs. He further said equipment costs including phone lines, phone forwarding, 911 data circuits, head end radio equipment relocation, Zetron relocation, ETSB network routers, PSAP electrical upgrades and some other equipment is potentially reimbursable under ETSB's consolidation reimbursement policy.

Deputy Chief Connolly said the projected annual costs for both facilities were similar. ACDC's costs are fixed for three years and DuComm's rise in proportion to overall expense increase and membership increase/decrease. There have been three fire agencies which have announced their intent to leave DuComm within the next year.

Deputy Chief Connolly said ACDC does not pass through facility costs. There costs are personnel based only. DuComm passes through facility costs including potential new building costs. The current facility is over 20 years old and DuComm is actively pursuing a new facility location. They are looking at a site at the DuPage County complex. An approximate \$30,000 annual increase has been estimated for the construction of a new building.

Deputy Chief Gunther said Westmont Police and Fire submitted a combined 77 questions to both ACDC and DuComm in an effort to compare and contrast services provided. Emphasis was focused on service provided rather than cost. He provided a service analysis for the Police Department.

- Paper changes - warrants, complaints, etc.
 - ACDC - will deliver directly to the Westmont Police Department.
 - DuComm - Westmont officers will have to travel to and from DuComm.
- In-station camera monitoring
 - ACDC will monitor 16 police and 8 fire cameras along with door controls.
 - DuComm will not monitor any cameras or control any doors.

- Complaint resolution - ACDC appears to be more responsive allowing Westmont to resolve potential issues quickly.
 - ACDC has a two day complaint resolution.
 - DuComm has a 7-10 day complaint resolution.
- Assisting officers - ACDC appears to be more helpful to patrol officers by speeding up processing time of custodial arrests.
 - ACDC will run all appropriate paperwork upon an arrest.
 - DuComm will not run any paperwork. It is the responsibility of the officer.

Deputy Chief Connolly provided a summary of the Fire Department service analysis.

- The Fire Department currently uses 10 radio paging tone sequences (excluding warning sirens). DuComm limits agencies to three tones. ACDC has not imposed a limit.
- DuComm mandates that fire station numbers be changed (e.g. Station 108 instead of Station 2). While a change may be required for the new CAD in two years, there is no ACDC requirement to change now. The estimated cost to change station numbering is \$20,000.
- WFD uses a defined grid system to track calls and response data. DuComm imposes a less refined grid system. ACDC has no restrictions.

IT Manager Liljeberg said after reviewing both agencies, from an IT technology perspective there is no significant difference between ACDC and DuComm. However there are significant difference between the two agencies with systems used to monitor, control and alert Police and Fire. The issues were addressed by both Police and Fire giving ACDC the advantage.

Village Manager May stated ACDC is a municipal service and an intergovernmental agreement would be executed for services. He said ETSB established a July 1, 2016 deadline to declare intent in order to receive full ETSB reimbursement funding. Chief Weiss said the letter of intent would be approved at the June 23rd Public Safety Committee Meeting.

Further discussion followed pertaining to comparison between the two agencies. Trustee Nero questioned ACDC's three year fixed rate and costs associated with year four and beyond. He suggested terms be outlined in the Intergovernmental Agreement. Chief Weiss said he would look further into the matter.

After further discussion, Trustee Addington moved seconded by Trustee Nero to forward a recommendation to transfer dispatching services to ACDC. Motion carried unanimously.

Update on New CAD System

Chief Mulhearn said DuPage County was working on an Integrated Justice Information Project as the current systems are out of date. The County is pushing for an integrated countywide CAD/RMS system. The goal being to streamline and eliminate

redundancies as well as prepare for enhanced 911.

Chief Mulhearn said currently staff sends multiple documents to several agencies. The new system would allow dissemination of documents to all necessary parties. Another benefit of the new CAD system would be having all 911 systems on the same system allowing for better call processing.

Chief Mulhearn advised DuPage County is requesting a letter of intent by June 24, 2016. He requested approval of such letter by the Public Safety Committee and consideration by the full board at its next meeting.

Deputy Chief Connolly provided a summary of anticipated costs associated with the implementation. The Police Department costs are estimated at \$313,640 and Fire Department at \$79,016 for a total project cost of \$392,656. Costs include approximately \$76,000 in network costs. He further advised the costs are projected out over approximately 4-6 years and some of the costs are currently covered under existing costs. Other associated costs such as fire station alerting, station/vehicle renumbering, fire records, outdoor warning sirens and conventional radios would also have to be determined.

After further discussion, Trustee Addington moved, seconded by Trustee Barker to authorize Mayor Gunter to execute a Letter of Intent and draft an Ordinance for approval by the Village Board.

There being no further business to discuss, Trustee Liddle motioned to adjourn, to which Trustee Addington seconded. The meeting subsequently adjourned at 5:35 p.m.

Respectfully submitted,

Chris Hardy
Recording Secretary